



Parent Involvement Committee (PIC) Meeting

Wednesday, June 12, 2013
Noon – 1:00 p.m. , Room #3

MINUTES

Present: Sean Jackson, Cathy Philpott, Mirna Akkawi, Laura Johnston, Joanne MacEwan, Denise Andre (representing Director), Cindy Owens, Alana Schryburt

Absent: Karen Delaney

Prayer (Denise)

1 Approval of Agenda (Sean)

THAT THE AGENDA BE APPROVED, AS PRESENTED
Moved by Cathy Philpott, seconded by Laura Johnston

2 Approval of March Minutes (Sean)

THAT THE MINUTES OF MARCH 20, 2013 BE APPROVED, AS AMENDED
Moved by Laura Johnston, seconded by Cathy Philpott

3 Action Items from March Meeting (Sean)

- Item #5 - PRO Grant and PIC spending by schools:
 - May 7th - Committee members were updated that a letter and Report Back Form regarding PIC money was sent to principals (form is also available on CSPA website). Spending to be completed by June 14th and Report Back Form and original receipts to Alana by June 21st.
 - May 27th - an email was sent to principals who received PRO grants outlining the report back process, which is: spend funds by June 14th and report on-line to the Ministry and send copy of report and original receipts to Alana by June 21st.

- Item #6 – PIC website:

- Modifications were made. The website was displayed on screen for the committee and Sean outlined where changes were made.
- Sean and Cathy will continue to work with Communications on identifying the PIC site as separate from the CSPA site.
- In process of developing a PIC logo.
- Proposed that a welcome letter be sent to parents as an awareness of CSPA / PIC
- Discussed options for a Google survey on PIC website for parents/principals to answer questions about awareness of PIC and parent engagement. Proposed that for those who completed the survey before the deadline (one per school) would have a chance to win an iPad for their school. Discussion on how to do survey/promo, etc.

4 Director's Forum 2013-2014 (All)

- Discussed format of past Forum's, i.e. panel discussions, breakout sessions, etc. Need to determine best format for next forum. Examples and ideas were shared, i.e. Student Voice, TVO Ontario format, Mental Health, Bullying, "Being, Belonging, Becoming" – the whole child.
- Date: Because of snow conditions in February, looking at the first of April.
ACTION: Denise will check Julian's calendar and Board calendar to see if conflict and inform Sean.
- 2nd option - Wednesdays in February.

5 PRO Grant Application 2013-2014 (Cathy)

- Overview provided on how and why the proposal was submitted (copy provided with Agenda)
- Newcomers want more information about schools in Canada, the expectations when preparing for kindergarten in advance
- Grant is to figure out how to reach out to communities that have not been engaged in the past.
- Reaching out to Notre Dame community, as well, to get more involvement
- Meeting with board staff on how to get involvement with aboriginal community
- Flexibility: \$7500 request

6 Parent events 2012-2013 brief review (Cathy)

- Parenting Now - Life Literacy Oct 27, 2012
 - Keynote: Pabi Rizal
 - Focus on literacy, numeracy, support for parents
- Director's Forum February 19
 - "The World Needs your Kid" - Mark Kielburger
- Math Workshops for Parents
 - February 5: St. Mark & St. Francis Xavier
 - April 3: St. Peter, St. Matthew & Lester B. Pearson

- safeTALK Training for Parents March 5
- Faith.Media.Culture Parents 101 May 21
- Brief discussion on future initiatives, such as : example of Apple presentation on effective use of technology in the classroom, SRO presentation on sexting, FSL and going into grade 4 i.e. how can parents support their children

7 Budget review (Sean)

- Budget for 2012-2013 was outlined by Sean
- Requested approval to move some money to assist in the costs of the Director's Forum as it had parent involvement
- \$2203.50 for food for Parenting Now

THAT THE BUDGET TRANSFER AS OUTLINED BY THE CHAIR BE APPROVED.

Moved by Laura Johnston, seconded by Mirna Akkawi

- Business cards – PIC funds were used to purchase CSPA business cards. Cards used at conference in Toronto and were a great addition (\$22.02); no name on card but an area where person can write in their name; requesting approval for funds and to also create new cards once we have the PIC logo

THAT THE EXPENSE FOR BUSINESS CARDS BE APPROVED.

Moved by Mirna Akkawi, seconded by Cathy Philpott

- CCSTA Conference next Fall – asking PIC to cover \$400 conference fee

THAT THE REGISTRATION FEE FOR THE CCSTA CONFERENCE, FALL 2013, IN THE AMOUNT OF \$400.00, BE APPROVED.

Moved by Laura Johnston, seconded by Sean Jackson

- Final expenses to come and 2012-2013 budget will balance

8 Communications (All)

- Sean and Cathy met with Julian and made a proposal on Enabling our Community and stressed the importance of effective communication – triangle: parents with board and school administration.
- Join initiative between PIC/CSPA/Board
- Overview provided on attachment to Agenda “Multi-year Communications Strategy Proposal”

- Survey timing is key to success – still looking at final date, likely after November
- Communications Dept will help create the survey
- Responses will be assessed; suggested the Research Officers who are half time be contacted to work on contract to assist in preparing data (suggested PIC funds used to hire individual)
- Committee commented that they liked the proposal.
- Languages: suggested to use translation service to access 5 languages
- Committee members asked to contact Sean or Cathy if they have more ideas/suggestions.

9 Events planned for Fall 2014 (Cathy)

- a Parenting Now Oct 26, 2013 (St. Patrick's HS)
Looking for keynote (names suggested)
Looking for theme
- b Safe Social Networking Oct 27, 2013
Paul Davis who spoke at Mother Theresa has offered to present. We are partnering with him at St Paul
- c Boot Camp for School Councils mid November 2013
- d Math Workshops (Holy Trinity and St. Pat's dates TBD)

Sean extended his appreciation to the PIC committee for their work this year and said he looked forward to working with them next year.

Alana was asked to check dates for meetings in 2013-2014

THAT THE MEETING BE ADJOURNED AT 1:15, BE APPROVED.

Moved by Laura Johnston, seconded by Cathy Philpott